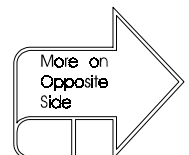

TICKLER FILE

EXPRESS SHIPMENT LIST

RECOMMENDED ITEMS

Check When
Completed

- | | |
|---|-------|
| 1. Clothes for current climate | _____ |
| 2. Sheets, pillows and cases, blankets, towels and washcloths | _____ |
| 3. Small portable radio | _____ |
| 4. Clock (remove batteries and tape to clock) | _____ |
| 5. Flashlight (remove batteries and tape to flashlight) | _____ |
| 6. Toys for small children | _____ |
| 7. Books or hand work for relaxation | _____ |
| 8. Cookbooks, if needed | _____ |
| 9. Small assortment of tools | _____ |
| 10. Writing paper, pens, pencils and envelopes | _____ |
| 11. 2 or 3 small table lamps | _____ |
| 12. Pots and pans, bakeware and coffee pot (non-electric) | _____ |
| 13. Casserole dishes | _____ |
| 14. Dishes, knives, forks and spoons (amount needed for family) | _____ |
| 15. Plastic bowls, canisters and colander | _____ |
| 16. Spatula, large spoons, can opener (non-electric), kitchen knives, grater and potato peeler | _____ |
| 17. Measuring cups and spoons | _____ |
| 18. Salt and pepper shakers | _____ |
| 19. Calendar | _____ |
| 20. Small assortment of spices and flavorings that are used regularly (tape bottles shut, put into plastic bags and seal) | _____ |



RECOMMENDED ITEMS

Check When
Completed

21.	Dish pan, rack and drainer	_____
22.	Iron and ironing board	_____
23.	Baby items, if new baby	_____
24.	Stereo system with small number of CDs or tapes (must be convertible to electrical frequency of new duty station)	_____
25.	Television set if compatible with local channels and electrical output	_____
26.	VCR (if applicable) and a small supply of tapes and/or games	_____
27.	Short-term supply of special dietary foods	_____
28.	List of all assets and liabilities including personal valuables with data on any insurance coverage, personal debts and debts owed. Take your employment records for each adult. Informaion should include: names, places, dates and copies of any instrument entitling employee or survivors to special benefits such as insurance, pensions and stock options.	_____
29.	Copies of income tax papers and significant tax returns (statue of limitations is 3-6 years)	_____
30.	_____	_____
31.	_____	_____
32.	_____	_____
33.	_____	_____
34.	_____	_____
35.	_____	_____
36.	_____	_____
37.	_____	_____